

# CORNELL UNIVERSITY OFFICIAL PUBLICATION

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## CONTENTS

[This edition of the General Information Number supersedes all editions of earlier date.]

The University Calendar for 1937-38, page 3.

Cornell University: situation and organization, 4.

Table I: The entrance requirements, 5-7.

Table II: The entrance subjects, 8.

Requirements for admission: The undergraduate courses, 9; the Graduate School, 13; the Law School, 13; the Medical College, 13; short sessions, 14; at the beginning of the second term, 15.

The four ways of entrance: I, the Cornell entrance examinations, 16; II, the College Entrance Examination Board, 18; III, the Regents' examinations, 19; IV, school certificate, 19; examinations for college credit, 20.

Beginning the university course: The act of registration, 21; the new student's responsibility, 21; a necessary precaution, 22; automobile regulations, 22; the rule governing student conduct, 22; rules governing minor delinquencies, 23; some common privileges 23; the cashing of checks, 24.

The student's expenses: Tuition fees, 24; certain classes of students entitled to free tuition, 25; rules affecting candidates for advanced degrees, 26; other fees, 26; living expenses in Ithaca, 28; board and lodging, 28; opportunities for self-support, 29; the University Placement Bureau, 30.

Scholarships: Graduate scholarships and fellowships, 30; the University Undergraduate Scholarships, 30; other undergraduate scholarships, 32; scholarships awarded by the State of New York, 35; Prizes, 36; loan funds and other pecuniary aids, 36.

The student's health: Physical examination and medical advice, 37; lectures on hygiene and preventive medicine, 37; the University Infirmary, 38.

Physical training: The University's requirements, 39; military science and tactics, 39; the department of physical training, 39.

## THE UNIVERSITY CALENDAR FOR 1937-38

The Medical College in New York City and the Law School have different calendars, for which see their Announcements.

1937		FIRST TERM	
Sept. 20,	<i>Monday</i> ,	Entrance examinations begin.	
Sept. 27,	<i>Monday</i> ,	Registration and assignment of new students.	
Sept. 28,	<i>Tuesday</i> ,	Registration and assignment of old students.	
Sept. 30,	<i>Thursday</i> ,	Instruction begins at 8 A.M.	
Oct. 21,	<i>Thursday</i> ,	Last day for payment of tuition for the first term.	
Nov. 24,	<i>Wednesday</i> ,	Instruction ends at 6 P.M.	} Thanksgiving Recess
Nov. 29,	<i>Monday</i> ,	Instruction resumed at 8 A.M.	
Dec. 18,	<i>Saturday</i> ,	Instruction ends at 1 P.M.	
			} Christmas Recess
1938			
Jan. 3,	<i>Monday</i> ,	Instruction resumed at 8 A.M.	
Jan. 11,	<i>Tuesday</i> ,	Founder's Day.	
Jan. 29,	<i>Saturday</i> ,	Instruction ends.	
Jan. 31,	<i>Monday</i> ,	Term examinations begin.	
Feb. 9,	<i>Wednesday</i> ,	Term ends.	
Feb. 10,	<i>Thursday</i> ,	A holiday.	

		SECOND TERM	
Feb. 11,	<i>Friday</i> ,	Registration of all students.	
Feb. 14,	<i>Monday</i> ,	Instruction begins at 8 A.M.	
Mar. 7,	<i>Monday</i> ,	Last day for payment of tuition for the second term.	
April 2,	<i>Saturday</i> ,	Instruction ends at 1 P.M.	} Spring Recess
April 11,	<i>Monday</i> ,	Instruction resumed, 8 A.M.	
May —	<i>Saturday</i> ,	Spring Day: a holiday.	
June 6,	<i>Monday</i> ,	Term examinations begin.	
June 14,	<i>Tuesday</i> ,	End of term examinations.	
June 20,	<i>Monday</i> ,	COMMENCEMENT.	

## THE UNIVERSITY'S SITUATION AND ORGANIZATION

CORNELL UNIVERSITY is situated at Ithaca, in the central part of the State of New York, about seven hours by rail from the City of New York and about three hours from Buffalo. Ithaca is accessible by way of two trunk lines, the Lackawanna and Lehigh Valley Railroads, and it has connections by rail with several stations on the New York Central system.

The University was incorporated in 1865 and was opened on October 7, 1868. It is a land-grant university, owing its origin to the grant of Federal lands to the State of New York under the Morrill Act of 1862. The bulk of its endowment has come to it from private benefactors, chief of whom was Ezra Cornell.

The University is composed of these schools and colleges: The GRADUATE SCHOOL, in which the student's work may lead to the degree of Doctor of Philosophy, to the degree of Doctor of the Science of Law, or to the master's degree in arts, science, agriculture, architecture, fine arts, landscape architecture, forestry, chemistry, laws, education, civil engineering, mechanical or electrical engineering; the COLLEGE OF ARTS AND SCIENCES, whose courses lead to the degree of Bachelor of Arts or that of Bachelor of Chemistry; the LAW SCHOOL, whose graduates receive the degree of Bachelor of Laws; the MEDICAL COLLEGE, which gives most of its instruction in its main building at 1300 York Avenue, New York City, and on whose graduates the University confers the degree of Doctor of Medicine; the NEW YORK STATE VETERINARY COLLEGE, which offers a course of study leading to the degree of Doctor of Veterinary Medicine; the NEW YORK STATE COLLEGE OF AGRICULTURE, whose graduates receive the degree of Bachelor of Science; the NEW YORK STATE COLLEGE OF HOME ECONOMICS, whose graduates receive the degree of Bachelor of Science; the COLLEGE OF ARCHITECTURE, in which a student may earn the degree of Bachelor of Architecture, Bachelor of Landscape Architecture, or Bachelor of Fine Arts; and the COLLEGE OF ENGINEERING, which comprises three schools—the School of Civil Engineering, including hydraulic and sanitary engineering, the Sibley School of Mechanical Engineering, and the School of Electrical Engineering, whose regular courses of study lead to the degrees of Bachelor of Civil Engineering, Bachelor of Mechanical Engineering, Bachelor of Electrical Engineering, or Bachelor of Science in Administrative Engineering, and in conjunction with the Department of Chemistry, Chemical Engineer.

Every student of the University is registered in one or another of these colleges and schools. A student who has satisfied the requirements for any baccalaureate degree is not recommended for any other baccalaureate degree until he has completed at least one year of further residence and of work acceptable to the faculty on whose recommendation the second baccalaureate degree is to be conferred.

Degrees are conferred at the Commencement in June, and without formal exercises in September and February.

# TABLE I

## SUBJECTS AND UNITS REQUIRED BY THE SEVERAL COLLEGES

For entrance to any of the undergraduate colleges 15 units are required. Under Group A are listed the nine units which are common to all of the colleges; under Group B, the six units which differ in the several colleges.

### A. UNITS COMMON TO THE SEVERAL COLLEGES

English (four years).....	3 units
One foreign language (three years) ( <i>Note 1</i> )....	3 units
Elementary Algebra.....	1 unit
Plane Geometry.....	1 unit
History.....	1 unit
<hr/>	
Total.....	9 units

### B. UNITS DIFFERING IN THE SEVERAL COLLEGES

#### ARTS AND SCIENCES:

A. B. Course: Intermediate Algebra, 1; a second foreign language, 2, *or* additional history, 2, *or* advanced mathematics and science, 2; *or* sciences to include Chemistry or Physics, 2; electives, 3. Total, 6 units.

B. Chem. Course: Intermediate Algebra, 1; Solid Geometry,  $\frac{1}{2}$ ; Trigonometry,  $\frac{1}{2}$ ; Chemistry, 1; electives, 3. Total, 6 units. (*Note 2.*)

ENGINEERING: Intermediate Algebra, 1; Solid Geometry,  $\frac{1}{2}$ ; Trigonometry,  $\frac{1}{2}$ ; electives, 4. Total, 6 units. (*Note 3.*)

ARCHITECTURE: Intermediate Algebra, 1; Solid Geometry,  $\frac{1}{2}$ ; electives,  $4\frac{1}{2}$  (which should include, for Architecture and Landscape, *either* Advanced Algebra,  $\frac{1}{2}$ ; *or* Trigonometry,  $\frac{1}{2}$ , and *either* Physics, 1; *or* Chemistry, 1; for Fine Arts, *either* Physics *or* Chemistry). Total, 6 units. (*Note 4.*)

AGRICULTURE: Electives, 6 units. (*Note 5.*)

HOME ECONOMICS (including Hotel Administration): Electives, 6 units. (*Note 5.*)

**VETERINARY COLLEGE:** An applicant must offer a Veterinary Student Qualifying Certificate issued by the New York State Education Department, Albany, N. Y. At least one year of satisfactory college study, including English, 6 hours, and Chemistry, 6 hours, is required for the Qualifying Certificate. Beginning September 1937 the Veterinary College will require in addition Zoology, 4 hours.

For the GRADUATE SCHOOL, the LAW SCHOOL, and the MEDICAL COLLEGE, see pages 13-14.

The several undergraduate colleges of Cornell University may admit students whose programs of study in school have not in every respect coincided with the basic subject-requirements for entrance, provided such students otherwise show promise of superior scholastic aptitude, character, seriousness of purpose, and fitness for the work they propose to undertake. A student should not hesitate to apply, if his record is of excellent quality, even though his studies in school have not included all of the prescribed subjects. His credentials will be given careful and sympathetic consideration by the Committee on Admissions, and he will be advised whether, in the opinion of the Committee, it is to his advantage to enter immediately or to postpone his entrance for the purpose of additional preparation. It is the intention of the Committee *to give opportunity for the entrance of a superior student even though his preparatory subjects may not fit exactly the pattern of prescribed units. Such a student, if admitted, will have no condition imposed which he must "make up" unless his shortage is in a subject which is vital to his later progress.*

## NOTES

### NOTE 1. THE FOREIGN LANGUAGES

For the *A.B.* or *B. Chem.* course the three units of foreign language must be in a *single* foreign language.

For the *B. Chem.* course, unless German is the language presented for entrance, the equivalent of 2 entrance units (six semester hours) must be made *after* admission to the College.

French or German is preferred for the three foreign language units required by the *College of Agriculture*, the *College of Engineering*, and the *College of Architecture*.

For *Engineering*, *Architecture*, *Agriculture*, and *Home Economics* 2 units in each of two foreign languages may be offered instead of 3 units in one language. When 4 units of foreign language are thus offered (instead of 3) the elective units necessary to make the total of 15 are correspondingly reduced by 1.

When at least 3 units in a single foreign language are offered, any number of elective units in a second foreign language will be accepted. When at least 2 units are offered in the second language, any number of units in a third language will be accepted.

## NOTE 2. MATHEMATICS FOR THE B. CHEM. COURSE

An applicant will not be admitted as a candidate for the degree of Bachelor of Chemistry if he offer less than four units in mathematics, except possibly in cases where the applicant's school did not offer instruction covering all the four units and where he is recommended by the principal as ranking in the uppermost third of his class with respect to his work in mathematics; but in any case the applicant must offer fifteen acceptable entrance units.

## NOTE 3. ELECTIVES FOR ENGINEERING

For entrance to Engineering it is strongly recommended that at least three of the elective units be offered in language or history.

## NOTE 4. ELECTIVES FOR ARCHITECTURE

For admission to the College of Architecture the electives must include for the course in Architecture or Landscape Architecture  $\frac{1}{2}$  unit of credit in either Advanced Algebra or Plane Trigonometry and 1 unit of credit in either Physics or Chemistry. It is highly desirable that entrance credit be offered in all four of these subjects, because additional college credit must be earned in any not offered for entrance. For the course in Fine Arts, 1 unit of credit in either Physics or Chemistry must be offered, but neither Advanced Algebra nor Plane Trigonometry is required. It is strongly recommended that both Physics and Chemistry be offered by all students entering the Course in Fine Arts.

## NOTE 5. THE STATE VOCATIONAL DIPLOMAS IN AGRICULTURE AND HOMEMAKING

The College of Agriculture and the College of Home Economics admit without foreign language those applicants who hold the New York State Vocational Diploma in Agriculture or Homemaking. These diplomas are not accepted unless Elementary Algebra, 1 unit, and Plane Geometry, 1 unit, are included for entrance to Agriculture, and Elementary Algebra, 1 unit, and either Plane Geometry, 1 unit, or Physics, 1 unit, are included for entrance to Home Economics.

## TABLE II

### ENTRANCE SUBJECTS AND UNITS

The subjects that may be offered for admission are named in the following list and the figure in parenthesis following each subject indicates its value expressed in units and shows the maximum and minimum amount of credit allowed in the subject. A unit represents a year's study in any subject in a secondary school, constituting approximately a quarter of a full year's work. A four-year secondary school curriculum should be regarded as representing not more than sixteen units of work. Under ordinary circumstances, a satisfactory year's work in any subject cannot be accomplished in less than one hundred and twenty sixty-minute hours or their equivalent. Two hours of laboratory work are considered equivalent to one hour of prepared recitation. 300 (sixty-minute) hours are required for one unit in drawing or manual training and 150 hours for one-half unit.

<i>Cornell Subject</i>	<i>Cornell Unit</i>	<i>Cornell Subject</i>	<i>Cornell Unit</i>
1. English, 4 years.....(3)		9e. Solid Geometry..... ( $\frac{1}{2}$ )	
2. 1st to 3d Year Greek.....(1, 2, 3)		9f. Plane Trigonometry.....( $\frac{1}{2}$ )	
3. 1st to 4th Year Latin... (1, 2, 3, 4)		10. Physics.....(1)	
4. 1st to 4th Year German (1, 2, 3, 4)		11. Chemistry .....(1)	
5. 1st to 4th Year French..(1, 2, 3, 4)		12. Physical Geography. ....( $\frac{1}{2}$ -1)	
6. 1st to 4th Year Spanish.(1, 2, 3, 4)		13. Biology (See note)... .(1)	
7. 1st to 3d Year Italian....(1, 2, 3)		14. Botany " ...( $\frac{1}{2}$ -1)	
8a. Ancient History.....( $\frac{1}{2}$ -1)		14a. Zoology " ...( $\frac{1}{2}$ -1)	
8b. European History.....( $\frac{1}{2}$ -1)		15. Bookkeeping " ...( $\frac{1}{2}$ -1)	
8c. English History.....( $\frac{1}{2}$ -1)		16. Agriculture, Home Econ...( $\frac{1}{2}$ -4)	
8d. Am. History and Civics....( $\frac{1}{2}$ -1)		17. Drawing (See note)...( $\frac{1}{2}$ -1)	
9a. Elementary Algebra.....(1)		18. Manual Training " ...( $\frac{1}{2}$ -1)	
9b. Intermediate Algebra.....(1)		19. { Any High School subject or subjects not already used and acceptable to the University. (See note.) } ( $\frac{1}{2}$ -2)	
9c. Advanced Algebra.....( $\frac{1}{2}$ )			
9d. Plane Geometry.....(1)			

In connection with Nos. 13 to 19 inclusive, the following restrictions should be noted:

If an applicant has counted Biology (1) he may not also count Botany ( $\frac{1}{2}$ ) or Zoology ( $\frac{1}{2}$ ).

For Arts and Sciences No. 15 may be counted only under No. 19; No. 16 may not be counted; only two units of a total in Nos. 15, 17, 18, and 19 combined may be counted.

For Agriculture four units in No. 16 may be counted with the restriction, however, that the total of entrance credits in vocational subjects in Nos. 16, 18, and 19 shall not exceed four units; No. 15 cannot be offered in conjunction with more than one of the following: Nos. 16, 17, and 18.

For Architecture, in subjects in Nos. 15, 16, 17, and 18, combined, only a total of one may be counted.

A student may not count under No. 19 work in subjects Nos. 1-18 until he has offered the maximum in Nos. 1-18. (e. g. 4 units of Latin, English, German, French, Spanish; 3 units of Greek or Italian; 1 unit of Physics, Chemistry.)



## REQUIREMENTS FOR ADMISSION

### ADMISSION TO THE UNDERGRADUATE COURSES

All of the colleges of Cornell University that confer baccalaureate degrees presuppose, on the part of an applicant for admission, an amount of training equivalent to that gained by four years of successful work in a high school of good standing.

The entrance requirements of these colleges are set forth in Table I, on pages 5 and 6. Their requirements are alike in some respects, but there are important differences. The faculty of any of the colleges may make changes in its entrance requirements at any time, to take effect after due notice.

*Candidates for admission to the course leading to the degree of Bachelor of Arts in the College of Arts and Sciences, candidates for admission to the College of Architecture, candidates for admission to the College of Home Economics, and candidates for admission to the Veterinary College* are requested to give particular attention to what is said on page 12 concerning the limiting of the number admitted to the entering class in those colleges, and to note the method used for selecting the eligible candidates.

Applications for admission to any of the colleges of the University, except the Graduate School, the Law School, and the Medical College, are entertained from the following three classes of persons: (1) those who wish to begin as freshmen, in some college of the University, a regular course of study leading to a degree; (2) those who, having attended another institution of collegiate rank, wish to enter some college of the University; (3) those who wish to register as special students not candidates for a degree. The conditions of admission for these three classes of persons will now be separately described.

#### ADMISSION AS A FRESHMAN

Applicants who seek to begin a course leading to a degree in one of the colleges of the University must be at least sixteen years of age. Every applicant for admission must show that he has a satisfactory knowledge of the subjects required for admission to the college that he wishes to enter, and he must do so in one or more of the four following ways:

I. By passing the required Cornell University entrance examinations. (For particulars, see page 16.)

II. By passing the College Entrance Examination Board's examinations in the required subjects. (For particulars, see page 18.)

III. By passing the necessary Regents examinations. This option is for those students who have prepared in New York State. For particulars, see page 19.)

IV. By presenting an acceptable school certificate. (For particulars, see page 19.)

#### ADMISSION FROM ANOTHER INSTITUTION

A student who, having attended a college or a university, wishes to be admitted to a regular undergraduate course in a college of Cornell University, should file by mail with the Director of Admissions of Cornell University, on an official form obtained from that officer, an application for admission to one of the colleges of the University, and an official certificate from the college or university which he has already attended, giving evidence of (1) his honorable dismissal, (2) his entrance credit in detail, (3) his terms of attendance and the amount of work that he has taken, and (4) a detailed statement of the courses that he has pursued. He should also send a catalogue of the institution, writing his name on it and marking the entrance requirements that he has satisfied and each subject that he has taken. An applicant for admission from another institution should consult the Announcement of the college that he intends to enter.

#### ADMISSION AS A SPECIAL STUDENT

Special students are of two classes:

(1) A person, especially one of comparative maturity, may, in certain circumstances, even without satisfying the entrance requirements, be admitted to some one of the colleges of Cornell University as a special student not a candidate for a degree. The applicant must give evidence of ability to do creditable work in the college and his application for admission must be recommended by the department in which he proposes to do the main part of his work. He must file his application with the Director of Admissions.

If a person admitted as a special student without satisfying the entrance requirements subsequently satisfies those requirements, he may be graduated under the ordinary regulations that obtain in the college that he is studying in. He will not be permitted, however, to make up deficiencies in entrance subjects by attending University instruction in those subjects.

Special students in the College of Arts and Sciences must be at least twenty-three years of age; in the Law School or the College of Architecture, twenty-one years of age. Special students in the College of Agriculture must have had two full years of recent farm experience and, unless they can satisfy all the entrance requirements for the regular course, must be at least twenty-one years of age. The College of Home Economics can accommodate only a limited number of special students and before formally applying candidates should consult the college as to possibility of acceptance.

(2) A person who already holds a baccalaureate degree and wishes to pursue further work at the undergraduate level may also apply for admission as a special student, regardless of the age requirements stated above. Such a student must have had adequate preparation for the program contemplated and must secure the approval of the college which he purposes to enter. He must file his application with the Director of Admissions.

### RULES GOVERNING ADMISSION

Besides satisfying the entrance requirements, candidates for admission must comply with the following rules:

1. Every candidate for admission to an undergraduate course must deposit twenty-five dollars with the University. Candidates are warned not to send cash through the mails. A check, draft, or order should be payable to Cornell University and should be sent to the Office of Admissions, Cornell University.

A candidate must make the deposit not later than the due date for the college which he desires to enter. The due dates for the several colleges are as follows:

For the College of Arts and Sciences, June 1.

For the College of Architecture, June 1.

For the College of Home Economics, June 1.

For the College of Engineering, August 1.

For the College of Agriculture, August 1.

For the Veterinary College, August 1.

For the Course in Hotel Administration, August 1.

The deposit must be made not later than January 1 if the candidate is to be admitted in February to any of the colleges.

If the candidate matriculates, the deposit will be credited to his account, \$10 for the matriculation fee, \$1 for an examination-book fee, and \$14 as a guaranty fund, which every undergraduate student is required to maintain and which is to be refunded upon his graduation or permanent withdrawal, less any indebtedness to the University.

If admission is denied a candidate, the deposit is refunded in full at any time.

A candidate may withdraw the application for admission, but a charge of \$10 is regularly made for accrued expenses unless the application is withdrawn and a refund of the deposit in full is claimed before the due date, as stated above for each college. If an application is not withdrawn until after the due date of the college concerned, but is withdrawn before August 31, the \$10 charged for accrued expenses is deducted and \$15 of the deposit is refunded. No refund is made to an applicant who withdraws the application after August 31.

In the case of applications for admission in February, a withdrawal after January 1 incurs the regular charge of \$10, and no refund is made for withdrawal after January 31.

The winner of a New York State Tuition Scholarship in Cornell University may apply for admission to the University and make the required deposit of \$25 immediately after receiving formal notice of his appointment from the Commissioner of Education at Albany.

2. Every candidate for matriculation must submit to the Director of Admissions a satisfactory certificate of vaccination against smallpox, not later than August 1 if he is to be admitted in September or not later than January 1, if he is to be admitted in February. It will

be accepted as satisfactory only if it certifies that within the last five years a successful vaccination has been performed or three unsuccessful attempts at vaccination have been made.

3. Every candidate for admission to an undergraduate course must file with his application at the Office of Admissions either a certificate of good moral character or, if he has attended some other college or university without graduating from it, a certificate of honorable dismissal from it.

### SELECTION OF ELIGIBLE CANDIDATES

In some of the colleges of the University the number of new students to be admitted each year is limited. The colleges at present limiting enrollment of new students are the following:

The College of Arts and Sciences (for the course leading to the degree of Bachelor of Arts)

The College of Architecture (for any course)

The College of Home Economics (including the course in Hotel Administration)

The Veterinary College

Usually the number of applicants who meet the minimum scholastic requirements for entrance to these colleges exceeds the limited number who can be admitted. Therefore a Committee on Admissions for each of these colleges selects the eligible candidate after considering not only formal preparation but also the available evidence bearing on each applicant's character, seriousness of purpose, and fitness for the work that he proposes to undertake.

Priority of application is not necessarily a determining factor in the selection of eligible candidates; nevertheless, as gathering and weighing the necessary evidence takes time, and as the eligible lists are quickly filled, it is advantageous for a candidate to file application early in the year. June 1 is the last date for filing application for admission in September to the College of Arts and Sciences, or the College of Architecture; March 1 for the College of Home Economics (excepting the course in Hotel Administration, where August 1 is the last date); and August 1 for the Veterinary College.

Prior to final action by the Committee on any application, the Office of Admissions must receive:

1. A check or money order, made payable to Cornell University, for twenty-five dollars (see page 11 in this Number);
2. (a) The application form filled out and returned by the candidate, (b) the Principal's report, and (c) the required reference forms;
3. Credentials satisfying the full scholastic requirements for entrance to the College (see "The Four Ways of Entrance," pages 16 ff. in this Number);
4. In case the applicant has been in attendance at another college or university, a complete transcript of his record, a statement of honorable dismissal, and a marked catalogue of the institution attended.

## ADMISSION TO THE GRADUATE SCHOOL

To be admitted to the Graduate School of Cornell University, as a candidate for an advanced degree, (1) an applicant must have received a baccalaureate, or equivalent, degree from a college or university of recognized standing; and (2) as judged by his previous scholastic record, or otherwise, must show promise of ability satisfactorily to pursue advanced study and research. Studies pursued after graduation, and experience gained by professional work or otherwise, are taken into consideration in deciding whether the candidate's preparation as a whole is such as to justify his admission. Seniors in the colleges of Cornell University who have completed the work required for the bachelor's degree may, under certain conditions, be admitted to the School.

Every candidate for matriculation must submit to the Graduate School a satisfactory certificate of vaccination against smallpox. It will be accepted as satisfactory only if it certifies that within the last five years a successful vaccination has been performed or three unsuccessful attempts at vaccination have been made.

Correspondence should be addressed to the Office of the Graduate School. For further details regarding admission, applicants should consult the Announcement of the Graduate School, requests for which may be addressed to the Secretary of the University.

## ADMISSION TO THE LAW SCHOOL

Candidates for admission are required to present evidence of the receipt of a bachelor's degree from an approved college or university. Students in the College of Arts and Sciences of Cornell University are allowed in their senior year to elect the first year of the law course and so obtain the degrees of Bachelor of Arts and Bachelor of Laws in six years.

For further information a candidate for admission should consult the Announcement of the Cornell Law School, which the Secretary of the University will send free upon request.

## ADMISSION TO THE MEDICAL COLLEGE

The following classes of candidates are admitted to the Cornell University Medical College:

I. Graduates of approved colleges or scientific schools.

II. Seniors in good standing in approved colleges or scientific schools upon condition that their faculty will permit them to substitute the first year in the Cornell University Medical College for the fourth year of their college course, and will confer upon them the bachelor's degree upon the satisfactory completion of the year's work. No student is permitted under this clause to enter the second year of the medical curriculum without the bachelor's degree obtained after at least three years of undergraduate college work. This clause is intended to provide for those students who, by specially directed or by

especially proficient work, accomplished the essential requirements for a baccalaureate degree during three years of college residence.

III. Persons who give evidence by examination that they have acquired an education equivalent to that signified by a bachelor's degree, and training sufficient to enable them to profit by the instruction offered in the Cornell University Medical College.

Of the four years required to obtain the degree of Doctor of Medicine from Cornell University, the first may be taken in Ithaca or in New York City. The last three years must be taken in New York City.

For more detailed information, a candidate should consult the Announcement of the Medical College, which may be obtained upon application either to the Secretary of the Ithaca Division of the Cornell University Medical College, Ithaca, New York, or to the Secretary of the Cornell University Medical College, 1300 York Avenue, New York City.

## ADMISSION TO SHORT SESSIONS

### THE UNIVERSITY SUMMER SESSION

#### UNIVERSITY AND STATE SUMMER SCHOOLS

The University Summer Session, six weeks in length, carries on the work of the University during the summer months. The Summer Session is open to all persons qualified to do the work of any of the courses offered; no examinations are required for admission. Instruction is offered in the Graduate School, the Colleges of Arts and Sciences, Engineering, Architecture, Agriculture, and Home Economics, and the Graduate School of Education. Courses are selected with special regard to the needs of three principal groups of students: persons engaged in educational work, such as teachers, supervisors, principals and other administrative officers in the public schools; graduate students who wish to carry on their work in the summer; and undergraduate students in Cornell or other colleges or universities. Some of the courses in mathematics and modern foreign languages may be used to remove deficiencies in entrance requirements.

An undergraduate student who is on probation or whose name has been removed from the rolls of any college at Cornell University is admitted to the Summer Session only upon recommendation of the college concerned. An undergraduate student who is registered in an institution other than Cornell and who wishes to enter the Summer Session must secure from his dean or other competent authority a certificate of good standing. Students on probation and students whose names have been removed from the rolls of the institution are regarded as not in good standing and accordingly are not admitted.

The Announcement of the Summer Session is published each year in March, and the Secretary of the University sends it free upon request. Correspondence with regard to courses and other details should be addressed to the Director of the Summer Session.

### THE WINTER COURSES IN AGRICULTURE

The only requirement for admission to the Winter Courses in Agriculture is that the applicant be at least eighteen years of age. In order to make the best use of the instruction, a student should have had a good common school education. The Winter Courses extend over a period of twelve weeks, beginning in November and ending about the middle of February. A special Announcement, giving details of the work, may be obtained upon application to the Secretary of the University or to the Secretary of the College of Agriculture.

### EXTRAMURAL COURSES

Extramural courses are established in various centers of the state as needs and interests may require. These courses are open to all persons qualified to do the work of any of the courses offered. The work is carried on by regular members of the staff and the standards maintained are the same as for work on the campus. The tuition charge is \$10 per credit hour. The courses are designed for those who wish to carry on some university work while engaged in a vocation which makes it impossible for them to enroll as students in residence. Anyone interested in courses already established or in the organization of a course in his community should address the Director of Extramural Courses.

### ADMISSION IN FEBRUARY

Applicants who have fully satisfied the entrance requirements of the College of Agriculture may be admitted as freshmen in that college at the beginning of the second term in February; they will, however, find it somewhat difficult to arrange satisfactory schedules and therefore should, if possible, enter in September.

Students who meet in full the requirement for admission as freshmen in the College of Engineering may enter that college at the beginning of the second term in February to pursue courses which will be specially outlined to suit each individual case. In order to obtain admission at midyear with advanced standing in the College of Engineering with a view to being graduated in less than four years, the applicant must have attended an institution of collegiate rank and must secure credit for such university courses as will enable him, by attending during the remainder of the college year and (possibly) during the succeeding Summer Session, to substantially complete the year's work scheduled for the class he wishes to enter. (See TABLE I, on pages 5 and 6.)

In the College of Architecture, only students who can offer satisfactory credit towards advanced standing in technical subjects will be admitted in February.

New students are not admitted into the College of Home Economics in February.

Students may not enter the Law School at the beginning of the second term.

Students who desire admission at the beginning of the second term must place their applications and credentials in the hands of the Director of Admissions not later than January 15.

# THE FOUR WAYS OF ENTRANCE

## I. THE CORNELL ENTRANCE EXAMINATIONS

Examinations in all subjects required for admission to the University are held in Ithaca and in all subjects except Drawing, Manual Training, Home Economics, and certain subjects in Agriculture, in New York City, at 1300 York Avenue, in September, at the beginning of the first term (in 1937, September 20-24). A fee of \$5 will be charged to all candidates who take these examinations; this fee entitles a candidate to any number of examinations offered in one examination week.

Permits to take the examinations must be secured from the Office of Admissions in Ithaca. They should be obtained well in advance of the beginning of the examination week. The results of the examinations will be reported to applicants who file stamped and addressed envelopes provided to them for this purpose.

The schedule for September 1937 follows:

MONDAY the 20th	TUESDAY the 21st	WEDNESDAY the 22nd	THURSDAY the 23rd	FRIDAY the 24th
9 A.M. English	9 A.M. Latin	9 A.M. Elementary & Intermediate Algebra Plane Geometry	9 A.M. Chemistry Physics	9 A.M. Bookkeeping Agriculture Home Econ. Drawing Manual Training
2 P.M. French	2 P.M. History Ancient European English American	2 P.M. German Italian Spanish	2 P.M. Greek Solid Geometry Trigonometry Advanced Algebra	2 P.M. Biology Botany Zoology Physical Geography

A candidate may take all the entrance examinations in the same year, or he may divide them among two or three successive years.

### SUBJECT MATTER OF THE CORNELL ENTRANCE EXAMINATIONS

In the September examinations at Cornell question papers prepared by the College Entrance Examination Board will be used in all subjects enumerated under Table II on page 8 except Nos. 7, 12, and 14-18. There is no examination in No. 19. Candidates for the September examinations are therefore advised to consult the "Definition of Requirements" which may be obtained from the Board at 431 West 117th Street, New York City. Upon receipt of thirty cents, which may be remitted in postage stamps, the Board will send a copy of this document to any address.

A description of Nos. 7, 12 and 14-18 follows:

#### 7. ITALIAN (1, 2, or 3 units)

The examination assumes that the student has studied the subject intelligently for five periods a week during one, two or three years. The student is advised to read carefully the statement with respect to Modern Foreign Languages in the Definition of the Requirements published by the College Entrance Examination Board.

#### 12. PHYSICAL GEOGRAPHY ( $\frac{1}{2}$ unit or 1 unit)

The ground covered in the examination on textbook work is essentially that outlined by the College Entrance Examination Board, the principal topics being the earth as a planet, the ocean, the atmosphere, and the lands, as treated in the more modern standard textbooks on physical geography. The emphasis of the instruction in the preparatory school should be on the gaining of an understand-



ing of the origin and history of physiographic features and on the relation of human life to physiographic conditions. For  $\frac{1}{2}$  unit of credit it is expected that the student will have had at least as much of laboratory and field training as to enable him to interpret topographic maps to the extent of recognizing the simple and the outstanding physiographic forms so represented.

Some work with books of reference is assumed to have been done in the preparatory school. No definite list of reference books is prescribed. In general it may be said, however, that books or papers relating to physiography of the region where the study is carried on, or those relating to phenomena illustrated in that region should certainly be included.

Two periods a week for an entire year should be devoted to laboratory and field work. The laboratory work should be divided, one-half the time to be given to the study of atmosphere and ocean, and the other half to land.

The student should be familiar with weather and topographic maps, and be able to interpret them. He should be able to tell what physiographic forms are represented on typical maps. The student should do enough field work to understand the physiography of the region in which he resides. A note book record of the laboratory and field work should be kept carefully.

For further suggestions concerning laboratory work, the Syllabus of the College Entrance Examination Board, the Regents Syllabus for the Schools of New York State, and the Guide for Laboratory Geography Teaching, the Macmillan Company, New York City, may be consulted.

#### 14. BOTANY ( $\frac{1}{2}$ unit or 1 unit)

The examination assumes a knowledge of the general laws and fundamental principles of plant nutrition, assimilation, and growth, as exemplified by plants chosen from the different groups, as well as of the general comparative morphology and the broader relationship of plants.

The following synopsis will suggest the topics of preparatory study: The general fundamental principles of plant physiology; general morphology, including form, methods of reproduction, propagation, etc., of selected representatives of the algae, fungi, liverworts, mosses, ferns, and seed plants; special morphology of the higher plants; classification of higher plants, principal families.

#### 14a. ZOOLOGY ( $\frac{1}{2}$ unit or 1 unit)

The examination assumes a knowledge on the part of the student that should be gained by the intelligent study of the subject for five hours a week during a half year for  $\frac{1}{2}$  unit of credit, or one year for 1 unit of credit. A portion of this time should have been devoted to laboratory and field studies designed to bring the student into actual contact with animal forms and their mode of living. Laboratory notes should be made in such a fashion as to give practice in the organization of knowledge gained by observation. Laboratory drawings should be made as a means of training in correct observation.

#### 15. BOOKKEEPING ( $\frac{1}{2}$ unit or 1 unit)

The examination will be based (a) on the use of the Journal Cash Book, Purchase Book, Sales Book, and Ledger; (b) on the preparation of profit and loss statements and balance sheets; (c) on the fundamental theory of double-entry bookkeeping, especially the analysis of rules of debit and credit and the general classification of accounts.

#### 16. AGRICULTURE ( $\frac{1}{2}$ unit to 4 units)

The examination will be based, in general, on courses in farm mechanics, poultry husbandry, soils and fertilizers, farm crops, animal husbandry including dairying, fruit growing, farm management or home-making subjects, as approved by the University of the State of New York for high schools. Separate examinations, held only in Ithaca, are set on each of these subjects on request. In addition, a general examination covering all the subjects named in Agriculture will be given both in Ithaca and in New York City. A value of  $\frac{1}{2}$  or 1 unit may be offered for the general examination and for each of the special examinations, but no candidate will receive credit for both general and special examinations.

17. DRAWING ( $\frac{1}{2}$  or 1 unit)

*Engineering Drawing.* To meet the entrance requirements in Engineering Drawing the student should have a knowledge of orthographic projection, lettering, geometric problems, developments, drawing of simple machine parts, and the conventional signs and symbols used in representing those parts.

Students should bring to the examination room a set of drawing instruments, a 45° and a 30-60° triangle, and architect's scale, pencils and erasers. The department will furnish drawing board, T-square, and paper.

*Freehand Drawing.* To meet the entrance requirements in Freehand Drawing the applicant should be able to draw in outline a group of the simple geometrical solids, such as cubes, cylinders, pyramids, plinths, etc., or a group of everyday objects, such as books, vases, boxes, mugs, etc., so as to show, with a fair degree of accuracy, both the shapes of the objects and their relative positions to one another.

Students should bring to the examination room a pencil of medium grade and an eraser.

The standard of judgment for grading the examination is based on the assumption that the preparatory training of the candidate shall have been about 300 actual hours of practice (which may be entirely freehand drawing, entirely mechanical drawing, or part freehand and part mechanical) for the credit of one unit, or about 150 hours for the half unit. It will be to the advantage of a candidate taking the examination if he can present examples of his work and a teacher's statement showing the amount of time he has given to the subject under instruction.

18. MANUAL TRAINING ( $\frac{1}{2}$  unit or 1 unit)

An examination will be offered in woodworking. The standard of judgment for grading the examination is based on the assumption that the preparatory training of the candidate shall have been about 300 actual hours of practice for the credit of one unit, or about 150 hours for the half unit. Candidates for examination must present a verified statement of the time actually spent in woodworking, of the conditions under which the work was done, and of the proficiency attained therein.

## II. THE COLLEGE ENTRANCE EXAMINATION BOARD

The examinations of the College Entrance Examination Board, held at over three hundred centers in the United States and abroad in June of each year, are accepted if the marks are sixty or over. The comprehensive examinations are accepted by Cornell University.

No examinations are offered by the Board in Cornell entrance subjects Nos. 7, 12, and 14-19. (See Table II on p. 8.)

All certificates of the College Entrance Examination Board should be sent by mail to the Director of Admissions to Cornell University at Ithaca as early as possible in the summer before the applicant intends to enter; they should reach him certainly not later than the first day of August.

The examinations of the College Entrance Examination Board will be held June 19-26, 1937, in accordance with the time (Daylight Saving or Standard) observed in the local public schools. A list of places at which the examinations will be held will be published annually about March 1 by the Secretary of the Board. Requests that the examinations be held at particular points, to receive proper consideration, should be submitted to him not later than February 1.

The examination fee is \$10 for each candidate whether he is examined in the United States, in Canada, or elsewhere. This fee should be remitted by postal order, express order, or draft on New York to the order of the College Entrance Examination Board.

Each candidate who desires to take the examinations of the Board must make application to its Secretary upon a blank to be obtained gratis from him. Applications for examinations at points in the United States on or east of the Mississippi River must reach the Secretary of the Board not later than May 31, 1937; at other points in the United States and Canada, not later than May 24, 1937; at

points outside of the United States and Canada, except in Asia, not later than May 10, 1937; in China and elsewhere in the Orient, not later than April 26, 1937.

Applications received later than the prescribed dates will be accepted when it is possible to arrange for the examination of the candidates, but only upon payment of an additional fee of \$5. Candidates who file belated applications do so at their own risk.

When the candidate has failed to obtain the required blank form of application for examination, the usual examination fee will be accepted if the fee arrive not later than the specified date, accompanied by a memorandum containing the name and address of the candidate, the examination center at which he wishes to present himself, and a list of all the subjects in which he is to take the Board's examinations.

Detailed definitions of the requirements in each subject in which the Board holds examinations, are published by the Board each year. A single copy will be sent by the Board to any address on receipt of thirty cents, which may be remitted in postage stamps.

Teachers, parents, and candidates for examinations who desire more specific information concerning the work of the Board, as well as those who wish to procure blank forms of application for examination, are requested to address the Secretary of the College Entrance Examination Board, 431 West 117th Street, New York City.

### III. THE REGENTS EXAMINATIONS

The regular Regents examinations of the Education Department of the State of New York are accepted, under certain conditions, as the full equivalents of the Cornell University entrance examinations in the corresponding subjects.

All Regents credentials should be sent by mail to the Office of Admissions of Cornell University, Ithaca, N. Y., as early as possible in the summer before the applicant intends to enter the University. To insure consideration, they should reach the Office of Admissions not later than the first day of August.

#### *Candidates Should File the Complete Regents Record*

*The University has agreed to accept the new forms of diplomas to the extent of the subjects upon which they are based that have been passed in Regents examinations. Candidates who have met the requirements for the new forms of diplomas should therefore obtain from the State Department of Education, and file with the Office of Admissions of the University, credentials giving the complete Regents record.*

The Vocational Diploma in Agriculture or Homemaking satisfies in full the entrance requirements for the four-year course in Agriculture, provided Elementary Algebra, 1 unit, and Plane Geometry, 1 unit, be included. For Home Economics the diploma in Homemaking will meet the requirements provided either Elementary Algebra, 1 unit, and either Plane Geometry, 1 unit, or Physics, 1 unit, be included. If an applicant holding one of these diplomas does not present three units of foreign language he must elect an equivalent amount of work in the University in one or more of the following subjects: Foreign language, English, Mathematics, Philosophy, Psychology, History, Economics, Political and Social Science.

Notebooks and teachers' statements are not generally required and should not be sent unless specially asked for in a particular case.

### IV. ENTRANCE BY SCHOOL CERTIFICATE

Certificates of work done in public or private schools, in or out of the State, may be accepted in lieu of passing entrance examinations, if the University authorities are satisfied with the standing of the school and if the applicant has completed a full regular course in the school and has been duly graduated after at least one year in the school.

The University does not engage in advance to accept the certificate of any school and the previous acceptance of certificates does not establish a permanent right to expect further acceptance, but merely raises the presumption that similar certificates will be accepted.

Three separate steps must be taken before a student of any school will, on its certificate, be admitted to a college of Cornell University: (a) The principal of the school must by formal application secure the certificate privilege for his school; (b) the principal of the school must submit a school certificate duly filled out for the individual candidate for admission; (c) the candidate himself must make a personal application for admission to the particular college of Cornell University in which he intends to study. Official blanks for each of these purposes may be obtained from the Director of Admissions to Cornell University and when duly filled out should be returned to him.

The school certificate should be forwarded by the principal within ten days after the graduation of the candidate. The application for the certificate privilege should, unless previously granted, accompany the school certificate. The candidate's personal application for admission to a particular college should be sent as early as possible after the candidate has decided in which college of Cornell University he desires to study. The application will be considered merely as a declaration of intention, and will impose no obligation upon the prospective student.

The school certificate should include all the subjects that the candidate has satisfactorily completed in the school, whether or not they are required by the particular college in which the candidate purposes to study. Neglect to comply with this regulation may entail serious inconvenience and disappointment to the student. The school certificate may include subjects in which an examination has been passed for admission to the school. No additional or supplementary certificate will be considered after the first college term.

Notebooks in general need not be submitted and should not be sent unless they are in individual cases specifically requested by the Director of Admissions.

Subjects in which work has been done privately outside of the regular school curriculum, even if under the direction of teachers in the school, should not be included in the certificate. Work done at any other time than from September to June should not be included in the certificate. Certificates of postgraduate work must show that the student has been graduated from a school and that a normal schedule has been carried for at least a half-year.

The candidate must take his entrance examinations at Cornell University (in Ithaca or in New York City) in September, if by that time he has not been notified that his school certificate has been accepted. Entrance examinations will be given in September only, as stated on page 16.

If in any entrance subject a student has failed to pass the Cornell or any other University Entrance Examination, or the College Board Entrance Examination, or the Regents examination, he will not thereafter be allowed to offer a school certificate in that subject unless, since his failure, he has pursued the subject regularly in class for the full time required and has done the full amount of work required for entrance in the subject.

Admission on school certificates is in all cases provisional. If, after admission to the University, a student fails in any subject dependent upon an entrance subject for which a school certificate has been accepted, credit for that entrance subject may be cancelled.

All communications and requests in connection with admission by school certificate should be addressed to the Director of Admissions to the University. The University will welcome any special or personal information that school principals may care to furnish in connection with individual applicants for admission.

### COLLEGE CREDIT EXAMINATIONS

Credit toward a degree for work done in a preparatory school, upon subjects (numbers 1-18 inclusive) which may be offered for entrance to the University, will be given only to those students who, in addition to satisfying all entrance requirements, pass separate examinations in the subjects for which they seek college credit. These examinations will cover substantially the same ground as the University courses in the corresponding subjects. An applicant who desires a college credit examination of this kind must apply to the Office of Admissions as early as possible and in no case later than the day preceding the beginning of the entrance examinations, specifying which fifteen units he intends to offer in satisfaction of

the entrance requirements, and upon what other entrance subjects he wishes to be examined for college credit.

In case he fails to satisfy the entrance requirements in any one or more of the subjects which he has offered for entrance, but passes the college credit examination in any other subject or subjects, he may use the latter for satisfying the entrance requirements, but in that case he cannot also receive college credit therefor. The college credit examinations will be held on the date set for the entrance examinations in the same subjects, and, unless otherwise arranged, only at Ithaca.

A candidate using No. 19 of the list of University entrance subjects (see Table II, page 8) to make his fifteen units, may not apply for a college credit examination as described above.

## BEGINNING THE UNIVERSITY COURSE

### THE ACT OF REGISTRATION

Matriculation, the first formal step at the beginning of the University course, is the act of registration in the University. September 27 is the day set for the registration of new students in 1937.

As soon as the requirements for admission are satisfied, the Registrar informs the candidate of his permission to register, sending him a blank form to be filled out and presented at the designated place on one of the regular days of registration. This registration permit is ordinarily sent direct to the home address of the prospective student if he is entering by school certificate, College Entrance Board examination, or Regents credentials. If the candidate is entering by the September Cornell examinations in New York City or in Ithaca, the registration permit is ordinarily sent to his local address as soon as the requisite examinations have been passed.

If the candidate is entitled to this registration permit but for any reason has not received it by registration day, he should go in person to the Office of Admissions and procure it.

The registration permit bears on its face all the necessary directions for the candidate's registration in the University.

No candidate for admission in September 1937 will be allowed to register after the 27th day of September unless he has first obtained the special permission of the Dean of the college in which he purposes to study.

### THE NEW STUDENT'S RESPONSIBILITY

With a student's first registration in the University there begins for him a period of great personal responsibility, greater, in most instances, than he has ever before been called upon to face. He should recognize that the success of his university career depends in large measure upon his own purpose, his own industry, and his own determination to make good use of his opportunities. The University offers its instruction and the use of its equipment; its teachers and other officers are ready to help with their encouragement or advice; but, after all, the responsibility for success or failure must rest with the student himself.

In planning his course of study the prospective student should consult the Announcement of that college which he intends to enter. Some of the colleges publish handbooks of information for their students; any such handbook can be obtained at the dean's office.

In the College of Arts and Sciences, where the student has a comparatively wide range in his choice of studies, the college assigns an adviser from the teaching staff to each freshman. The adviser supervises the student's choice of elective studies and tries to help him plan his course wisely.

No college of the University undertakes to send parents or guardians regular reports of the progress and standing of its students. The University prefers to regard its students as persons who are here partly for the purpose of maturing their minds and learning ways of self-reliance.

### A NECESSARY PRECAUTION

Before coming to the University, the student should consult an oculist and have any defect of vision corrected. Unless he do so, he may begin his work under a disadvantage and run the risk of failure. The large amount of reading that is required puts a strain on farsighted or otherwise imperfect eyes. Such a weakness, unless discovered and remedied before the student begins his work, may delay his progress and impair his health.

### STUDENT AUTOMOBILE REGULATIONS

Students who maintain or operate a motor driven vehicle in Tompkins County, N. Y., must register in person with the Committee on Traffic Control and pay a fee of \$1 for registration each term. They must present (a) written approval from parent or guardian, if the student is an undergraduate; (b) evidence that the car may be legally driven in New York State; (c) evidence that the operator may legally drive a car in New York State. Registration may be refused to students not in good standing. For late registration of a motor vehicle an additional fee of \$2 is charged.

Students may not park any motor driven vehicle on the University Campus or grounds unless the vehicle has a student parking permit issued by the Committee on Traffic Control and attached to the windshield. The fee for a parking permit is \$1 each term.

### THE RULE GOVERNING STUDENT CONDUCT

The University's rule governing the conduct of students is this: "A student is expected to show both within and without the University unfailing respect for order, morality, personal honor, and the rights of others." The authority to administer this rule and to impose penalties for its violation is vested in the University Committee on Student Conduct. The rule is construed as applicable at all times, in all places, to all students of the University. A student may at any time be removed from the University if, in the opinion of the Committee on Student Conduct, his presence is not conducive to the University's best interests.

## RULES GOVERNING MINOR DELINQUENCIES

Every student is held personally responsible for any injury done by him to any of the University's property.

Assessments, charged to the student's account and payable at the Treasurer's office, are levied upon the student in certain circumstances, under the following rules of the University:

A matriculated student desiring to register after the close of registration day shall first pay a fee of \$5. Students in the Graduate School are excepted.

A student desiring to file his registration of studies after the date set by his college for filing the same shall first pay a fee of \$2.

A student desiring to take an examination or other test for the removal of a term condition (including the making up of a mark of "absent" or "incomplete") shall first pay a fee of \$2 for each examination or other test.

A student desiring to make an appointment for the required medical examination or conference after twenty days from the last registration day of the term shall first pay a fee of \$2.

For reasons satisfactory to the proper authority any of the above-mentioned assessments (except that levied for examination or other test to remove a condition) may be waived in any individual case if the student's failure to comply with the regulation was due to ill health or to other reasons beyond his control. Application for such a waiver should be made to the Dean of the College enrolling the student or, in the case of the medical examination, to the chairman of the Faculty Committee on Hygiene and Preventive Medicine.

## SOME COMMON PRIVILEGES

The student enrolled in any of the University's colleges or schools becomes a member of the University and entitled to share in certain privileges, beyond those which his college gives him, and in the use of certain common University buildings.

THE UNIVERSITY LIBRARY is one of the few largest collections of its kind in the country. A selection of the standard literature of many subjects is kept on the open shelves of the main reading room; in another room the student has free access to a reference library including encyclopedias, dictionaries, atlases, gazetteers, almanacs, bibliographies, and biographical collections; in still another room he will find the current periodicals of all sorts; and if he wants to consult a book which is not on the open shelves he may have it brought from the stacks for his use in the main reading room. The privilege of taking books for home use is given to all students with only such restrictions as are necessary to safeguard the rights of all users. Graduate students have special privileges in the library.

SAGE CHAPEL is open every day when the University is in session. A service is held every Sunday. An endowment by the late Dean Sage enables the University to invite eminent clergymen of various denominations to conduct these services. Students are welcomed by the churches of Ithaca.

BARNES HALL is the home of the Cornell United Religious Work and the Cornell Women's Religious Association. These organizations have permanent secretaries, and associated with them are University pastors representing different religious groups. The hall also contains a library and reading room, with a collection of books and magazines in the fields of religion, social problems, and vocations.

WILLARD STRAIGHT HALL was designed and built to serve as the students' social and recreational center. It contains rooms for reading, conversation, billiards and other games, dining rooms, guest rooms, offices for student organizations, and a theater. The hall is open only to members, who pay a nominal fee (see page 26).

LECTURES under the University's auspices in the course of every year are numerous. Scholars and scientists from other universities of this country and

foreign countries speak here by invitation. These lectures are endowed and are free to members of the University community.

**CONCERTS AND RECITALS.** The University's department of music manages each year a series of concerts given on the campus by symphony orchestras, members of the Metropolitan Opera Company, and other excellent musicians. The University has two organs, the one in Sage Chapel and the other in Bailey Hall, and a series of weekly recitals by the University Organist, free to members of the University community, regularly runs throughout the year.

### THE CASHING OF CHECKS

The Treasurer of the University accepts checks in settlement of charges payable at his office, but a rule of the Board of Trustees forbids him to cash any credit instrument, even to the extent of accepting a check or draft in amount greater than the sum due and returning the excess in cash. Students are therefore advised to open an account in an Ithaca bank as soon as they arrive in town, or else to provide themselves with travelers' checks, drafts on New York City banks, money orders, or other form of credit instrument such as a bank will cash in the ordinary course of business.

## THE STUDENT'S EXPENSES

### PAYMENTS TO THE UNIVERSITY

#### TUITION FEES

The University charges tuition fees, as follows:

For the regular year:

- In the College of Arts and Sciences, four hundred dollars;
- In the Law School, four hundred dollars;
- In the College of Architecture, four hundred dollars;
- In the Veterinary College, two hundred dollars;
- In the College of Agriculture, two hundred dollars;
- In the College of Home Economics, two hundred dollars;
- In the College of Engineering, four hundred dollars;
- In the Medical College, five hundred dollars, inclusive of laboratory fees;
- In the Graduate School, one hundred and fifty dollars;
- In the Course in Hotel Administration, four hundred dollars;
- For the Summer Session, in all schools and colleges, fifty dollars;
- For the Winter Courses in Agriculture, twenty-five dollars;
- For unit courses of instruction of less than six weeks in Agriculture or Home Economics, including Hotel Administration, ten dollars for each week or part of a week.

In the Medical College in New York City the tuition fee is payable in full at the beginning of the academic year. In the Medical College at Ithaca the charge consisting of the tuition fee and the medical laboratory fee is payable in two installments, \$270 for the first term and the remainder for the second term.

In other cases tuition is payable as follows: where \$400 is the annual fee, \$220 for the first term and \$180 for the second; where \$200 is the annual fee, \$110 for the first term and \$90 for the second. The installment for any term becomes a liability at once when the student registers.



In any college of the University, a student enrolled only for the second term of the academic year is required to pay tuition at the rate of the first term.

Senior students in the Colleges of Agriculture and Home Economics, except those students in the course in Institution Management, if they desire to take courses in the endowed colleges beyond the hours allowed free under the rules of that College, and beyond the total hours required for graduation, may be allowed to do so upon payment for the additional hours of instruction at the rate of tuition in the College in which the instruction is given.

Tuition and other fees become due when the student registers. The University allows twenty days of grace after the last registration day of each term of the regular session, and five days of grace after the first registration day of the Winter Courses and the Summer Session. The last day of grace is generally printed on the registration coupon which the student is required to present at the Treasurer's office. Any student, graduate or undergraduate, except as hereinafter provided, who fails to pay his tuition, fees and other indebtedness, or if entitled to free tuition fails to claim the same at the Treasurer's office and pay his fees, within the time prescribed by the University is thereby dropped from the University. When in his judgment the circumstances in a particular case so warrant, the Treasurer may allow an extension of time to complete payments. For such extension, the student will be assessed a fee of two dollars. A financial reinstatement fee of five dollars will be assessed in the case of any student who is permitted to continue or return to classes after being dropped from the University for default in payments. For reasons satisfactory to the Comptroller and the Registrar, which must be presented in writing, the above assessment may be waived in any individual case.

If a student withdraw from any of the colleges of the University at Ithaca, the Treasurer may refund a part of the tuition fee or cancel a part of the obligation that the student has incurred for tuition, provided the reason for the withdrawal be stated in writing and be satisfactory to the Comptroller and the Registrar. In any such case, the amount that the student owes the University for tuition is computed in the appropriate one of the following ways: For any of the short summer courses, twenty-five per cent of the term's tuition for each week or fraction of a week between the first registration day and the date of his certificate of withdrawal as issued by his college; for the regular first or second term of the University at Ithaca, or for the winter course of the College of Agriculture, ten per cent of the term's tuition for each week or fraction of a week between the first registration day and the date of his certificate of withdrawal as issued by his college. In the Medical College in New York City there is no provision for refunding or rebating the fees on account of a student's withdrawal.

Students registering at any time during the last ten weeks of either the first or the second term are required to pay tuition at the rate of ten per cent of the regular tuition of the term for each week or fraction of a week between the day of registration and the last examination day of the term. Students registering at any time during the last four weeks in the Summer Session are required to pay tuition at the rate of twenty-five per cent of the term's tuition for each week or fraction of a week between the day of registration and the last examination day of the term.

Any tuition or other fee may be changed by the Board of Trustees to take effect at any time without previous notice.

#### CERTAIN CLASSES OF STUDENTS ENTITLED TO FREE TUITION

Students pursuing full, special, or short courses in the New York State Veterinary College, the New York State College of Agriculture, or the New York State College of Home Economics (except the course in Hotel Administration, and except all students registered in the Graduate School), who at the beginning of the college year are and for at least twelve months prior thereto have been *bona fide* residents of the State of New York, are exempt from the payment of tuition fees; provided, however, that no student shall be allowed to transfer from any such course to another course wherein tuition is charged without first paying the regular tuition fees for the hours for which he may receive credit in the latter course.

The rules concerning free tuition granted to certain members of the instructing staff registered in the Graduate School are in given the Announcement of the Graduate School for 1937-38.

### RULES AFFECTING CANDIDATES FOR ADVANCED DEGREES

Students in the Graduate School are required to register both in the Office of the Graduate School and in the Office of the Registrar of the University on the regular registration days of each term, unless special permission for later registration has been granted by the Dean.

Except as otherwise provided, students in the Graduate School shall be charged:

An administration fee of \$12.50 for each term of the academic year.

A tuition fee of \$150 for the academic year (\$75 each term).

Graduate students taking work in the Summer Session must register both in the Graduate School and in the Summer Session, and must pay the tuition fee of \$50 for each Summer Session; with the exception that graduate students who have been admitted to candidacy for a degree and who have paid a tuition fee of \$60 and an administration fee of \$6.25 in a previous Summer Session may pay a tuition fee of \$30 and an administration fee of \$6.25. This exception will be permitted in the Summer Session of 1937, but not thereafter.

No student shall receive the master's degree who has not paid tuition equivalent at least to one academic year, during the academic year, or summer courses, or both; and no one shall receive the doctor's degree who has not paid tuition for the equivalent of at least three academic years, unless one or more of the years spent in study for the doctor's degree shall have been spent in approved graduate study at another university—but in any event at least the equivalent of one academic year's tuition must be paid while in graduate study at the University.

If registered during the summer under Personal Direction, students are required to register with the Registrar as well as in the Graduate School and to pay an administration fee of \$6.25.

On registering for the first time as a candidate, a student who has not previously matriculated in Cornell University, must pay a matriculation fee of \$10 and an examination book fee of \$1 in addition to any other fees. These fees are not refundable.

### OTHER FEES

A *Matriculation and Examination Book Fee* of \$11 is required of every student upon entrance into the University. This fee must be paid at the time of registration. A new undergraduate student who has made the required deposit of \$25 with the Treasurer does not make an additional payment of the matriculation fee, because the Treasurer draws on the deposit for this fee. See page 11.

A *Health and Infirmary Fee* of \$6 a term is required, at the beginning of each term, of every student. For a statement of the privileges given in return for this fee, see THE UNIVERSITY INFIRMARY on page 38. The Infirmary fee is not required of students registered in the Medical College in New York City. Students in the Summer Session have the privilege of admission to the Infirmary; they pay no fee in advance, but are liable to the regular charges for any service rendered them there. For students in the Winter Courses in Agriculture, the infirmary fee is \$3.

A *Willard Straight Hall Membership Fee* of \$5 a term is required, at the beginning of each term, of every student. Its payment entitles the student to share in the common privileges afforded by the operation of Willard Straight Hall, subject to regulations approved

by the Board of Managers of the Hall. A fee of \$5 a term is required of all graduate students except those who are members of the instructing staff, for whom membership is optional. A fee of \$1.50 is required of all students who are admitted for study of three weeks or less. The fee for the period of the Summer Session is \$3. The use of the Hall is restricted to those who have paid the membership fee.

A *Physical Recreation Fee* of \$4 is required at the beginning of each term of every undergraduate. Its payment entitles the student, either to the use of the Gymnasium and the University playgrounds and to the use of a locker, with bathing facilities and towels, in the Gymnasium, the New York State Drill Hall, or the Schoellkopf Memorial Building, or else to the use of the women's gymnasium, recreation rooms and playgrounds, and to the use of a locker if that is necessary.

A *Graduation Fee* is required, at least ten days before the degree is to be conferred, of every candidate for a degree. For a first or baccalaureate degree the fee is \$10; for an advanced degree it is \$20. The fee will be returned if the degree is not conferred.

*Laboratory Fees.* In courses of study that require work in laboratory, shop, or drafting room, or field work, a fee is charged to cover the cost of material, etc., used by the student.

Every student registered in the College of Engineering must pay a laboratory fee, one-half of the fee at the beginning of each term, at the following annual rates: Freshmen in the College of Engineering, \$25; sophomores, juniors, and seniors in Mechanical Engineering and Electrical Engineering, \$25; students in the last two years of the course in Chemical Engineering, \$25; sophomores, juniors, and seniors in Civil Engineering, \$8. Students not registered in the College of Engineering but taking work in the shops must pay a laboratory fee at the rate \$3.50 a record hour. (A student who has taken, while in a non-engineering college of the University, part of the work required for an engineering degree shall, before receiving the technical degree, be required to pay to the University Treasurer such amount as would have been necessary if he had taken all such work while registered in the College of Engineering.)

Every student registered in the College of Architecture must pay, at the beginning of each term, a laboratory fee of \$10. Students not registered in the College of Architecture are required to pay \$5 a term, for each course in which they may be registered, in design, drawing, or modeling; except that when the student is registered for more than two such courses the total fee shall be \$10.

If a student in the Medical College at Ithaca is exempt from the payment of tuition he is required to pay a laboratory fee of \$85 for the academic year. This fee is payable \$45 at the beginning of the first term and \$40 at the beginning of the second term.

*Deposits.* In some courses, particularly in Chemistry, the student is required to make in advance at the office of the Treasurer of the University a deposit of money to cover the cost of material to be used

and supplies to be consumed by him in the course of the term; accounts are kept and charges are entered against the deposit; at the end of the term any balance remaining of the deposit is returned to the student. Every student registered in the first year of the Course in Chemistry must deposit at least \$25 at the beginning of the first term and at least \$25 at the beginning of the second term. The advanced student of Chemistry should be prepared, if he takes several courses at the same time, to deposit as much as \$60 or \$70 for a single term. In some of the courses in Chemistry, however, the student is required to pay a comparatively small laboratory fee instead of making a deposit.

The Department of Military Science and Tactics requires a uniform deposit of \$20 of students enrolled in the Basic Course. The major part of this deposit is returned as earned uniform allowance upon the completion of the course.

*Payment of the fee or the deposit.* Every person taking work in a laboratory or in a course wherein a laboratory fee is charged or wherein a deposit is required must pay to the Treasurer of the University the laboratory fee or the deposit as directed by the laboratory card which he will receive.

*The Graduate School.* An administration fee of \$12.50 a term is required of every student registered in the Graduate School.

## LIVING EXPENSES IN ITHACA

A fair estimate of the student's living expenses for the school year in Ithaca, in addition to tuition, is as follows: Board and room, \$550; laboratory fees, books, instruments, and stationery, \$150; laundry, \$50; miscellaneous, \$50; total, \$800. That sum is generally enough for a decent living, but it is hardly more than enough for one even who practices strict economy. An estimate of a proper allowance for other personal expenses can be made only by taking account of the students' own means, habits, and tastes. Parents and guardians are earnestly cautioned against providing their sons and wards with an excessive amount of pocket money. It is one thing to furnish a student with money enough to cover his necessary or legitimate expenses, which can all be reckoned up and accounted for. It is quite another thing to give him an immoderate allowance for spending without thought. Over-indulgence in that respect has been the means of undoing many a young man's university career. More precise information about necessary and legitimate expenses is given in a folder entitled *A Student's Budget of Expenses*, which the Secretary of the University will send on request.

## BOARD AND LODGING

*Halls and lodgings for men.* The University has seven residential halls for men, offering accommodations for about 725 students, and five residential houses. The rent in the residential halls and houses

ranges from \$3 to \$7 a week. For particulars, address The Manager of Residential Halls, Morrill Hall, Ithaca, N. Y.

Many private lodging houses near the University offer furnished rooms, with heat and light, at rates ranging from \$4 to \$6 a week for a single room. Before he rents a room in a private house, a student should make sure, by a personal inspection, that the sanitary arrangements of the house are good, and he should especially insist on a good fire escape. The University publishes a list of lodging houses which have been inspected and found to be satisfactory in the above respects; the list is ready for distribution on August 15. New students, if they have not already engaged rooms, are advised to come to Ithaca and do so a few days before the day set for registration. The Freshman Advisory Committee offers its help to new students, and sends them a circular letter of suggestions about September 1.

The boarding-house is extinct at Cornell. For students who live in lodgings and get their meals outside, the University conducts a cafeteria in Willard Straight Hall, and the College of Home Economics also has a public cafeteria. There are other good cafeterias which are patronized mainly by students.

*Halls for women.* The University provides furnished rooms and board for student women in Sage College, Prudence Risley Hall, and Balch Halls, which are the main residential halls for women.

To a student living in one of these halls, the University's annual charge for board, laundry, and rent of furnished room, with heat and light, is \$525. The Dean of Women has supervision of all the student women of the University; no one of them may lodge or board outside the halls for women except with her approval and then only in a house that she has approved and that is subject to her direction. Young women who are to attend the University should write to the Dean of Women about any arrangements in which they are likely to need guidance or help. Prospective students desiring dormitory accommodations are urged to make early application. Inquiries about board and rooms in the women's halls should be addressed to the Manager of Residential Halls, Morrill Hall, Ithaca, N. Y.

#### OPPORTUNITIES FOR SELF-SUPPORT

A good many students of Cornell University earn their education in part by means of their own labor. The University can not undertake to find employment for such students, but it maintains a bureau which gladly undertakes to help them in finding employment suited to their abilities. The University's student employment bureau is conducted through the agency of the Cornell United Religious Work. The secretary of the bureau is Mrs. L. A. Fuertes. Her office is in Barnes Hall. Any student looking for remunerative work is invited to consult her. Women students in search of employment should consult the Dean of Women.

The University publishes a leaflet on *Self-help*, which will be mailed free to any applicant by the Secretary of the University, 27 Morrill Hall.

A student's time should be fully occupied by his scholastic work, and only those of great determination, who have good health and a strong physique, should undertake the extra burden of outside employment. No student should begin a course at the University without sufficient funds to meet at least all the expenses of the first year.

## THE UNIVERSITY PLACEMENT BUREAU

For the benefit of its students and alumni, the University maintains a placement service, known as the University Placement Bureau. The Bureau, which is open throughout the year, is in Room 16, Willard Straight Hall. Its objects are to make available vocational information which will be helpful to undergraduates in their choice of an occupation; to assist graduating seniors in locating suitable employment; and to aid alumni of the University who wish, for any reason, to obtain new positions. The Bureau concerns itself, as well, with the placement of undergraduates in summer positions. The Bureau cooperates with the colleges and departments of the University in placing seniors and alumni. Its work is extended and strengthened through the assistance of committees in a number of Cornell alumni clubs throughout the country. Students are invited to visit the Bureau during their first year at Cornell to become acquainted with its facilities.

## SCHOLARSHIPS

The University has no means of remitting the regular tuition charges in any instance except to students of those certain classes which are exempted by statute of New York State or of the Board of Trustees and which have been defined under the head PAYMENTS TO THE UNIVERSITY, on page 24. There are no undergraduate tuition scholarships available to residents of the State of New York except the 150 that are awarded annually by the Commissioner of Education after a special competitive examination, and there are none available to non-residents of the State.

## GRADUATE SCHOLARSHIPS AND FELLOWSHIPS

There are in the Graduate School eighteen scholarships of the annual value of \$200 each and twenty-five fellowships of an annual value of from \$400 to \$1,000 each. Some of the fellows and graduate scholars are also exempt from tuition. The scholarship in Architecture grants free tuition only. There are also tuition scholarships and special fellowships. For information about the fellowships and graduate scholarships the Announcement of the Graduate School should be consulted. Scholarships in the Law School and in the Medical College are described in their Announcements.

## THE UNIVERSITY UNDERGRADUATE SCHOLARSHIPS

The University Faculty annually awards a limited number of scholarships to members of the incoming Freshman class who attain high standing in a special competitive examination held in Ithaca early in the fourth week of September, beginning on the first day of registration. Some of these scholarships are worth more than others, and they are all awarded according to the relative rank which the successful competitors attain in the examination, the more valuable to the more successful. A competitor may win one scholarship of one of these three groups:

(a) Five George W. Lefevre Scholarships, each having an annual value of \$400 and being tenable each year so long as the holder remains in good standing in the University as undergraduate or graduate student; only those candidates are eligible for Lefevre Scholarships who furnish proof of their financial need.

(b) Two Eudorus C. Kenney Scholarships (if they are to be awarded by the Faculty Committee on Scholarships under the provision outlined on page 33), each continuing for four years and having an annual value of \$250.

(c) Eighteen University Undergraduate Scholarships, each continuing for two years and having an annual value of \$200.

In order to enter the examination a candidate for a scholarship of any of these three groups must show the examiner a permit issued by the Registrar of the University. The Registrar will grant such a permit on application by mail provided the applicant has been admitted as a Freshman to one of the colleges of the University and is otherwise eligible and provided the application is accompanied by a statement of the name of the school at which the candidate was prepared, the name of the principal of the school, and the name of the course which the student proposes to enter. Address The Registrar, Morrill Hall, Ithaca, N. Y.

The scholarships are awarded on the basis of examinations in three subjects, namely, (1) English, (2) Mathematics, and (3) one foreign language, either Greek, Latin, French, German, Spanish, or Italian. The examination in English will test skill in composition and knowledge of grammar (syntax); it will also include questions of a literary nature upon the following books: Shakespeare's *Hamlet*; Milton's *L'Allegro*, *Il Penseroso*, and *Comus*; Franklin's *Autobiography*; Burke's *Speech on Conciliation with the American Colonies*; and Carlyle's *Essay on Burns*. The examination in Mathematics covers Elementary Algebra, Intermediate Algebra, and Plane Geometry. In the foreign language, whichever one of the candidate elects to be examined in, the examination assumes that the candidate has studied the subject for three years.

All persons shall be debarred from the competition who have taken part in any previous competition for these scholarships or have been previously registered in this University (including the Summer Session) or in any other university or college.

Before scholarships are awarded, every candidate must indicate the college and, if several courses of study with diverse entrance requirements are given in that college, then also the course in which he intends to register. In order to hold a scholarship, if it be awarded to him, he must register in that college or course, and he will forfeit the right to the scholarship if he transfers to any other college or course unless he can show by the University's records that when he was admitted to the University he had satisfied all the entrance requirements for the college or course to which he transfers.

No scholarship will be awarded to any candidate who is reported markedly deficient in any subject in which he is examined, and the right is reserved to award fewer than eighteen University Undergraduate Scholarships in the absence of a sufficient number of duly qualified candidates.

The University Faculty's Committee on Scholarships may, after an opportunity has been given the student to explain his unsatisfactory record, vacate any scholarship for negligence, for failure to maintain a high standard of scholarship, or for conduct of any kind that is unbecoming in a student holding such a scholarship.

Whenever any of these scholarships shall for any reason become vacant, the vacancy shall be filled as the Faculty shall determine.

The Lefevre Scholarships are payable by the Treasurer of the University in four equal installments during the academic year. The moneys due on the Kenney Scholarships (if awarded by the Faculty) and on the University Undergraduate Scholarships are paid at the Treasurer's office in two equal payments in the early part of each term, but no scholar is entitled to receive his semi-annual payment, until the Scholarship Committee has examined and approved his record for the preceding term and until the chairman of the Scholarship Committee has certified that the record is satisfactory.

Possession of a New York State scholarship does not impair the holder's eligibility to any scholarship of these three groups.

The award of the Lefevre Scholarships is governed by a clause of the donor's will which limits eligibility to those students of Cornell University "who shall be in their first year's attendance in the Freshman class in the said University and shall be regularly enrolled as such students therein at the beginning of any college year and who shall be in financial need and shall satisfy said University that their parents cannot contribute the amount required to meet the necessary University charges and necessary living expenses at said University." An opportunity to submit proof of his financial need will be given to every candidate whose rank in the examination is high enough to qualify him for a Lefevre Scholarship.

## OTHER UNDERGRADUATE SCHOLARSHIPS

### IN THE COLLEGE OF ARTS AND SCIENCES

*George C. Boldt Scholarships.* Three scholarships, each worth \$400 a year. Open to young men of the Senior class. Formal application to the Dean of the college must be made before March 15 of the applicant's Junior year.

### IN THE COLLEGE OF AGRICULTURE

*Roberts Scholarship Fund.* Ten annual scholarships worth \$120 each. Apply to the Secretary of the College of Agriculture.

### IN THE COLLEGE OF HOME ECONOMICS

*Carrie Gardner Brigden Scholarship.* Open to a junior or senior, preferably a qualified applicant intending to enter the extension service of the College. Annual value, \$240. Apply to the Secretary of the College of Home Economics before January 1.

*Martha VanRensselaer Home Bureau Scholarship.* Open to an applicant intending to enter the extension service of the College. Annual value, \$120. Apply to the Secretary of the College of Home Economics before January 1.

*Grace Schermerhorn Scholarship.* Awarded to a graduate of a New York City high school studying in the College of Home Economics and expecting to return to teach in New York City. Annual value, \$100.

### IN THE SCHOOL OF EDUCATION

*Edward A. Sheldon Scholarship.* The income of a fund of \$3,000. To be awarded annually to a woman graduate of the Oswego or other New York State normal school, or a teacher of the State, or a young woman preparing to teach. Apply to the Director of the Graduate School of Education.

### IN THE COLLEGE OF ENGINEERING

*Frank William Padgham Scholarship.* In Mechanical or Electrical Engineering. Open to a matriculated student who was prepared in the Syracuse public schools; may not be held in connection with a State scholarship. Confers free tuition and remission of all regular engineering fees. Apply to the Dean of the college.

*Fred Lewis Wilson Scholarship.* Open to a Senior, Junior, or Sophomore in Mechanical or Electrical Engineering. Annual value about \$150. Apply to the Dean of the college.



*William Delmore Thompson Scholarship.* Open to a Junior or a Senior in Mechanical Engineering. Annual value about \$40. Apply to the Dean of the college.

*John Leisenring Wentz Scholarship.* Open to a Senior in Mechanical Engineering. Annual value about \$200. Apply to the Director of the school.

*Judson N. Smith Scholarship.* Open to a Junior or a Senior in Civil Engineering. Annual value about \$150. Apply to the Director of the school.

*John McMullen Scholarships.* Awarded as a rule to Seniors or in some instances to Juniors. A considerable number, with an annual value \$200 each. Apply to the Director of the school.

*Carl Richard Gilbert Award.* The income of a fund of \$5,000. Open to students in Electrical Engineering. Apply to the Director of the school.

*Otto M. Eidlitz Scholarships.* Three scholarships, each worth \$325 a year. Apply to the Dean of the college.

*Joseph N. Evans Scholarship.* About \$100 a year. Apply to the Dean of the college.

*Redmon Stephen Colnon Scholarships.* Four scholarships from the income of a fund of \$20,000.

*McMullen Regional Scholarships.* At present thirty of these are awarded annually to students entering the College of Engineering. Each of the thirty has a value of \$300 a year and may be held for four years, provided the scholar's record remains satisfactory. Scholarships are open each year in each of fifteen districts in the United States, exclusive of New York State. A student intending to become a candidate for a scholarship to be awarded in his district should consult his principal early in the spring of his senior year in school. The College of Engineering will on request send to the principal the blank which is to be used in filing formal application for the scholarship.

#### IN THE COLLEGE OF ARCHITECTURE

Five tuition scholarships of the value of \$250 each, to be awarded to graduates of four-year courses in Architecture, Landscape Architecture, or Fine Arts. Apply to the Dean of the college.

Six first-year scholarships providing remission of one-half of a year's tuition. Apply to the Dean of the College.

#### REGIONAL SCHOLARSHIPS

##### TRUXTON, NEW YORK

*Eudorus C. Kenny Scholarships.* Under the will of Eudorus C. Kenney of the class of 1882, his residuary estate was left to Cornell University, the net income to be used for the establishment of scholarships. The amount of the foundation is about \$50,000. Two scholarships, of the annual value of \$250 each, are awarded each year for a period of four years to applicants entering the University who are *bona fide* residents of the town of Truxton, Cortland County, New York. Such applicants shall be recommended by a committee consisting of the Principal of the Truxton Public School, the Superintendent of Schools for the district including Truxton, and the Supervisor for the Town of Truxton, the recommendation to be made and certified to the President of the University on or before September 15 of each year. The President shall award the scholarship and certify the award to the Treasurer and the Dean of the University Faculty. In case of a vacancy in any scholarship the value of the scholarship may be awarded by the Faculty Committee on Scholarships in such manner as it may deem best.

##### RICHMOND COUNTY, NEW YORK, OR SANDUSKY COUNTY, OHIO

*Dr. Louis Alexander Dreyfus Scholarships.* Two scholarships, each worth \$500 a year. Normally limited to Seniors and Juniors. Apply to the Dean of the University Faculty before the first Wednesday in May.

## NIAGARA COUNTY, NEW YORK

*Sylvester Edick Shaw Scholarship.* The income of a fund of \$4,000. Awarded by the Alumni of the county or by the principal of the Lockport High School. Open to a student of Mechanical or Electrical Engineering.

## ITHACA, NEW YORK

*Belle Sherman Scholarships.* The income of a fund of \$4,000 for two scholarships to graduates of the Ithaca High School selected by the Superintendent and High School Faculty.

## YONKERS, NEW YORK

*Alexander and Mary E. Saunders Scholarships.* Worth \$500 a year for four years. Awarded by the superintendent, principal, and teachers of the Yonkers High School.

## TOWN OF DRYDEN OR TOMPKINS COUNTY, NEW YORK

*Dwight Memorial Scholarship.* The income of a fund of \$7,000. Apply to the Dean of the University Faculty before the first Wednesday in May.

## SPENCER, TIOGA COUNTY, OR NEW YORK STATE

*Hervey S. Hall Scholarship.* Annual value \$110. Open to a student of Agriculture. Apply to the Secretary of the College of Agriculture.

## TIOGA, TOMPKINS, OR CHEMUNG COUNTY

*Cornelia L. Hall Scholarship.* Annual value \$110. Open to a young woman in the College of Arts and Sciences. Apply to the Dean of that college.

## WAYNE COUNTY, NEW YORK

*Edward Chandler Delano Scholarships.* The income of a fund of about \$45,000. Grants are made annually by a standing committee to a number of students of Wayne County, so far as possible in accordance with the needs of eligible applicants who have been in residence at the University for at least one year. Apply to the Secretary of the University before May 15.

## TOWN OF SOUTHOLD, LONG ISLAND

*Charles F. Smith Fund.* The income of a fund of about \$5,380. Grants are made to eligible students by a standing committee. Apply to the Secretary of the University.

## DUTCHESS COUNTY, NEW YORK

*Edwin G. Vail Fund.* The income of a fund of \$10,000. Open to holders of the State Tuition Scholarships from Dutchess County. Apportioned by a standing committee. Apply to the Secretary of the University.

## TOWN OF SPRINGPORT, NEW YORK

*Mary Richardson Anthony Scholarship.* The income of a fund of \$5,000. Normally limited to seniors and juniors. Apply to the Secretary of the University before May 15.

## BATH, NEW YORK

*The Alexis Cruttenden Medical Scholarship.* The income of a fund of \$5,000. It is awarded annually, preference being given first to descendants of Alexis Henry Cruttenden, M.D., of Bath; secondly to graduates of Haverling High School, Bath, who propose to take up the study of medicine in Cornell University, and thirdly to other graduates of that school.

## ALBANY, NEW YORK

*James H. Manning Scholarship.* A fund of \$10,000 for the establishment of a scholarship for a student to be nominated once every four years, or more often if there is a vacancy, from the various high schools in Albany, New York, by a

committee consisting of the President of the Board of Education, the Superintendent of Schools, and the Principal of the High School from which the student is selected.

## AWARDED BY THE STATE OF NEW YORK

### THE CORNELL TUITION SCHOLARSHIPS

Under Section 1037 of the New York State Education Law of 1910, as amended in 1927, the Commissioner of Education awards annually, after a competitive examination, to pupils of the public schools of the State, a number of scholarships in Cornell University equal to the number of assembly districts in the State. That number now in 150. Each scholarship entitles the holder to a reduction of \$200 from the regular rate of tuition annually for four years while receiving instruction in the prescribed subjects in any college of Cornell University. The holder of one of these scholarships, in order to enjoy its benefits, must have satisfied the regular requirements for admission to one of the colleges of the University, and must have registered as a student of that college before the close of the last regular registration day for new students in the September next after the examination. After the holder is duly registered as a student of the University, and not until then, he comes into possession of the scholarship. His tenure of it thereafter is subject to the provisions of Section 1037, to the Commissioner's regulations, and to the University's usual examinations and rules.

A State tuition scholar in good standing may, after obtaining leave of absence from his college, obtain from the President of the University, upon written application to the Secretary of the University, leave to retain his scholarship during absence either for the purpose of earning funds with which to continue his studies or on account of illness. In such circumstances the President of the University may extend the period of the scholarship so as to afford the holder not more than six years from the commencement thereof for the completion of his course at the University. A scholar's absence from the University without leave, or tardiness in registering at the beginning of any term, is a delinquency that may involve the forfeiture of the scholarship. The Secretary of the University is required to inform the Commissioner of Education promptly of the vacancy of any scholarship, and the Commissioner has authority to fill a vacancy by appointing the person next on the list of candidates.

For information about the conditions of award of these scholarships, application should be made to the State Commissioner of Education at Albany.

### THE STATE UNIVERSITY SCHOLARSHIPS

Under Chapter 292 of the Laws of 1913, as amended by Chapter 502, Laws of 1920, and Chapter 130, Laws of 1924, the State of New York maintains scholarships five of which are awarded each county annually for each assembly district therein. Each of these scholarships entitles the holder to \$100 for each year which he is in attendance upon an approved college in this State during a period of four years. These are called the State University Scholarships. At Cornell they are commonly known as the State cash scholarships, to distinguish them from the State tuition scholarships in this University. They are awarded by the State Commissioner of Education at Albany, to whom application should be made for any information about the conditions of award, or for any information about the rules of administration. The University has no part in administering these scholarships except to keep the Commissioner informed of the attendance or absence of those scholars who are enrolled here. If a State University Scholar is absent from the University either with or without leave, the Secretary of the University is required to inform the Commissioner of the absence promptly and only the Commissioner has authority to confirm a leave of absence with respect to the tenure of the scholarship. Every State University Scholar enrolled for the freshman year at the University should go to the University Secretary's office, 27 Morrill Hall, between October 15 and November 1, and receive his formal certificate of appointment issued by the Commissioner.

## PRIZES OPEN TO STUDENTS

There are many prizes open to competition by students in the University every year. Particular information about these prizes is given in a pamphlet, *Prize Competitions*, a copy of which can be obtained at the Secretary's Office, 27 Morrill Hall.

## LOAN FUNDS: OTHER PECUNIARY AIDS

Cornell University has two general funds that are used to make loans to students. They are (1) the F. W. GUITEAU STUDENT LOAN FUND, established by the will of Frederick William Guiteau and augmented by the will of his sister, Mrs. Nancy Guiteau Howe, both of Irvington-on-Hudson, the income of which fund is by the terms of the bequest available for loans to young men; and (2) THE WOMEN STUDENT LOAN FUND, consisting of a former student loan fund, increased in 1913 by \$7,000 assigned to this fund by the late President Andrew D. White from funds placed at his disposal by the late Trustee Andrew Carnegie.

Both these funds are administered for the Trustees of the University by a standing committee. Applications for loans are received by the Secretary of the University for submission to that committee. The benefits of these funds are reserved to undergraduate students who have been in attendance at Cornell University for at least one year, and preference is given to seniors and juniors. Account is taken of the applicant's character, scholastic record, and need of financial assistance. Loans are made ordinarily to assist students that would otherwise be unable to meet the tuition charges. The student must not regard the loan fund as a normal or assured resource. No student should enter upon a year at the University with the expectation of paying a part of the year's expenses with money yet to be borrowed. The use of the loan fund is a privilege reserved to the industrious student of proved worth and earning power whose means are so nearly exhausted and whose training is so nearly completed as to warrant going into debt in order to complete the training without delay. Money borrowed from either of the funds is to be repaid to the fund with interest at five per cent per annum.

Special funds provided for the benefit of needy students are the MARTIN J. INSULL LOAN FUND, the WURTS LOAN FUND, the ALAN PARK TOMS AWARD, the W. C. SEIDELL BOOK FUND and the ROBERT CRITCHLOW DEWAR LOAN FUND in the College of Engineering; the FLORENCE DEARSTYNE FUND for young women students, which is used under the direction of the Federation of Cornell Women's Clubs; the AGRICULTURAL STUDENT'S LOAN FUND; the WILLARD STRAIGHT MEMORIAL FUND, established by the class of 1901 for the benefit of needy Chinese students; the HUNTER LOAN FUND and the LAURA OSBORN FUND for young women students; the THEODORE GILBERT HUBBARD MEMORIAL FUND; the ALBERT AND OLIVE JONAS FUND; the C. HOWELL NORTH FUND; the FRANCIS L. CHRISMAN FUND; the GROVE K. GILBERT LOAN FUND for self-supporting students; the MAX SCHLING LOAN FUND for students in Floriculture; the WOMEN'S GUILD FUND to aid needy sick students; and the CORNELL ALUMNAE LOAN FUND. The Cornell alumni clubs of Buffalo and Rochester have each made provision for the loan of a small sum each year to an undergraduate student coming from its own neighborhood.

THE JOHN KNICKERBACKER FUND, established in 1919 by John Knickerbacker '87, of Troy, N. Y., supports a limited number of bursaries; the bursars are required to be young men of good minds, healthy and strong bodies, good moral character and sound moral opinions and beliefs, to be earnest and persevering workers, and to come from parents born in the United States and known to be or to have been good citizens. Applications are invited by the Secretary of the University in the spring, and a standing committee fills any vacant bursaries by election in the summer.

## THE STUDENT'S HEALTH

## PHYSICAL EXAMINATION: MEDICAL ADVICE

The University's staff includes a medical adviser of men and a medical adviser of women and each of them has a corps of assistants. The medical advisers observe regular office hours at their respective offices in the Gymnasium and in Sage College. No charge is made for their services.

All entering students are required to report to the Medical Adviser's Office to make an appointment for a physical examination during the registration days of the first term. Such examination shall be repeated periodically thereafter as indicated by the results of the first or subsequent examination. Students found to be physically deficient at the time of the examination are assigned by the medical adviser to the Department of Physical Training for such corrective exercises as the adviser may recommend.

Seniors are required to make an appointment for a physical examination during the regular registration days of their last term of residence.

In case of illness or indisposition which involves absence from classes even for one day, students are expected to report immediately either in person, by telephone, or by messenger, to the medical adviser's office. For the convenience of the adviser such illness should be reported early in the day. Students indisposed but still able to attend classes should consult the medical adviser immediately in order that advice may be given and that diagnosis of incipient diseases may be made promptly. Any student failing to report as soon as possible to the medical adviser any contagious or infectious disease will be regarded as guilty of a serious breach of discipline.

Students who are absent from classes because of illness will present their explanations directly to their instructors in the Colleges of Arts and Sciences, Architecture, Agriculture, Home Economics, and Medicine, and to the Dean's Office in the Law School and the Veterinary College. In the Engineering College, freshmen will apply to the Dean's Office; other students to their Director's Office. Excuses are not issued by the Medical Advisers. A student who leaves Ithaca to consult a physician should apply to his Dean for leave of absence. A letter of an out-of-town physician certifying to the illness of a student should be accompanied by a letter from the parents or guardian.

A student may at any time be requested to withdraw from the University if, in the opinion of the University authorities, the condition of his health is such as to make it unwise for him to remain.

## LECTURES ON HYGIENE AND PREVENTIVE MEDICINE

All first-year students of all the colleges at Ithaca are required to attend lectures on hygiene and preventive medicine given once a week throughout the college year. These requirements must be fulfilled within the two semesters of the freshman year. In case the student fails to take and complete the work in the semesters specified,

he will not be permitted to register again in the University without the consent of the University Faculty.

### THE UNIVERSITY INFIRMARY

The University Infirmary occupies three large buildings near the Campus. The first of these, a brownstone structure, was the home of Henry Williams Sage, for many years chairman of the Board of Trustees of the University. After his death in 1897, his sons, Dean and William Henry Sage, endowed it and gave it to the University for a students' infirmary as a memorial of their father. The second building, the Schuyler House, was purchased in 1911; in 1912 the Trustees erected a third building, fireproof, and this is the present main hospital building. The normal capacity of the Infirmary is seventy-five beds; the number can be doubled in an emergency.

The Infirmary is open throughout the University year. It provides suitable rooms, food, and nursing for sick students. It has no medical or surgical staff; students find their own physicians among practitioners in Ithaca or elsewhere; in Ithaca there is no lack of competent physicians and skilled surgeons.

The consent of the parent or guardian is required before an operation can be performed in the Infirmary. In emergency cases where parent, guardian or near relative can not be reached, the University will authorize the operation by an approved surgeon after consultation.

In return for the infirmary fee (see page 26) any student, in case of illness, is, on his physician's certificate, admitted to the Infirmary and receives without charge a bed in a ward, board, and ordinary nursing for a period not exceeding two weeks in any one academic year. For such ordinary service beyond the period of two weeks, a charge of \$2 a day is made. (The average cost to the Infirmary of each sick student is about \$5 a day.) Extra charges are made for private rooms, special food, and special nurses. If a sick student who has not received two weeks service in the year is unable to gain admittance to the Infirmary, by reason of lack of accommodation, and if he is not cared for elsewhere by the University, he is entitled to a refund of the fee for the current academic year, or of so much of it as he has paid. (For MEDICAL ADVICE, see page 37).

## PHYSICAL TRAINING

## THE UNIVERSITY REQUIREMENTS

Every male student who is a candidate for a baccalaureate degree and is required to take five, six, seven, eight, or more terms in residence must, in addition to the scholastic requirements for the degree, take one, two, three or four terms, respectively, of three hours a week, in the Department of Military Science and Tactics. Exceptions to this rule are made in the cases of (a) students in the Law School, (b) students holding a baccalaureate degree of an approved college, (c) students who neither are American citizens nor have taken out their first citizenship papers, and (d) students physically unfit. The requirements in military science and tactics must be completed within the four semesters of the freshman and sophomore years. They must not be postponed. In case the student fails to take and complete the work in the semesters specified he will not be permitted to register again in the University without the consent of the University Faculty. Students who are officially relieved of the requirement in military science and tactics are subject to the requirement of an equivalent period of work in the Department of Physical Training. The requirement may be extended at the discretion of the medical adviser.

Every woman student who is a candidate for a baccalaureate degree and is required to take five, six, seven, eight, or more terms in residence must, in addition to the scholastic requirements for the degree, take one, two, three, or four terms respectively, of three hours a week, in the Department of Physical Training. The requirements may be extended at the discretion of the medical adviser.

The requirements in physical training must be completed within the four semesters of the freshman and sophomore years. They must not be postponed. In case the student fails to take and complete the work in the semesters specified, he will not be permitted to register again in the University without the consent of the University Faculty.

Freshmen and sophomores may be required in exceptional cases of physical defect to take, instead of military drill, corrective exercises in the Department of Physical Training as prescribed by the medical adviser. Juniors and seniors are relieved of all required physical exercises provided their periodical medical examinations show that they have kept themselves in satisfactory physical condition. Otherwise they may be required to take or to continue corrective exercises.

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